

## **BOARDMAN PLANNING COMMISSION MINUTES- REGULAR MEETING-DECEMBER 18, 2019**

Commission Chair Jacob Cain called the meeting to order at 7:02 p.m. and he led the group in the Pledge of Allegiance.

Commissioners Present: Jacob Cain, Logan Mayfield, Adam Cole, Zach Barresse and Cynthia Navarro  
(arrived at 7:10 pm)

Absent: Michelle Seeley-excused

Staff: Barry Beyeler-Community Development Director, Karen Pettigrew-City Manager, and Jackie McCauley-Recorder

Audience: Jeff McCauley, Ragna TenEyck, Rod Walker-OCDC

### **APPROVAL OF MINUTES**

Commissioner Mayfield motioned to approve the minutes of November 20, 2019 as presented. Commissioner Cole seconded the motion. The motion passed 4-0, 2 absent and 1 vacancy.

### **NEW BUSINESS**

**Commission Chair Cain recessed the regular meeting at 7:04pm**  
**Commission Chair Cain open the Public Hearing at 7:04pm**

#### Public Hearing – Oregon Child Development Coalition (OCDC) Migrant Head Start Conditional Use Application

Commission Chair Cain announced the purpose of the hearing was to hear from the public regarding an application made by the Oregon Child Development Coalition Migrant Head Start for a Conditional Use approval to site a pre-school in a residential area located at Morrow County Map number 4N2516BC tax lot 2000.

**Abstentions** – none.

**Objections to the Jurisdiction** – none.

**Staff Report** - Community Development Director Beyeler said on November 20, 2019 the city received a Land Use application for a previously approved project for a Migrant Head Start school. The OCDC ran into problems with funding. The previous Conditional Use Permit was obtained May 17, 2017 and expired on May 17, 2018. They are prepared to begin this project very quickly.

This abbreviated staff report contains changes to the additional Findings of Fact for Public Notice, new burden of proof from the applicant, and application particulars. The May 15, 2017 Staff Report is a part of the staff report and all previous conditions still apply.

The city's code has not changed since the last Conditional Use Permit. The only changes to the staff report are the square footage of the project, it is 8,064 and on the last staff report it was incorrectly reported as 7,750.

Commission Chair Cain asked if there are existing sidewalks to the west of the property. Community Development Director said yes. They were put in when Castle Rock Apartments and Columbia River Health were constructed.

Community Development Director Beyeler said a Site Team Review will be scheduled once a Conditional Use Permit is approved.

**7:10pm – Commissioner Navarro arrived.**

Commissioner Mayfield asked about the location of the project's access. He wondered if it was too close to Main Street.

Mr. Rod Walker of OCDC said it was located that way because of an existing fire lane access. The access is offset from the fire lane entrance to Castle Rock Apartments due to grade changes. There is enough space in the two turns to accommodate emergency vehicles. Committee Chair Cain asked what kind of a street Willowfork is. Community Development Director Beyeler said it is a minor or collectible street. He said the standard for access is the same as residential, 50 feet from the intersection. The proposed access for this project is farther from Main Street than 50 feet.

Commission Chair Cain asked if this project is expected to have high traffic. Mr. Walker said the children are bussed and the employees will be using the parking lot, along with any parents that may utilize for parent-teacher conferences or to pick up their children early.

**Proponent's Case** – Mr. Walker asked if there were any questions of the commission; there were none.

**Opponent's Case** – None, and Community Development Director Beyeler has received no written public comment regarding this hearing.

**Public Agencies** – None, and Community Development Director Beyeler has received no written comment from any public agencies regarding this hearing.

**Commission Chair Cain closed the Public Hearing at 7:15pm**  
**Commission Chair Cain resumed the regular meeting at 7:15pm**

Deliberation – Oregon Child Development Coalition Migrant Head Start Conditional Use Permit

Commissioner Barresse made a motion to approve the Conditional Use Permit for the OCDC Migrant Head Start Project with the following conditions:

1. The applicant shall schedule a Site Team Review prior to commencement of construction to adjust any utility locations and services.
2. The applicant, Boardman Rural Fire Protection District, and the city shall determine the cross-access criteria, at or before, the Site Team Review.

Commissioner Mayfield seconded the motion. The motion passed 5-0, 1 absent and 1 vacancy.

**DISCUSSION ITEMS**

Update on Projects in the Works

- Sleep Inn Hotel – Community Development Director Beyeler said the project is moving along. They are on their third project manager.
- Best Western Plus - Community Development Director Beyeler reported the city held a Site Team Review of the Best Western Plus Hotel project today. There were 17 people who attended the meeting. Commission Chair Cain asked that the planning commission be updated on this project. Community Development Director Beyeler said this project will need to come before the planning commission again as the developers now wish to get a variance to build the hotel 55 feet tall. The variance they currently are approved for is 49 feet. Developers hope to open late in 2020 or early 2021. The planning commission will hear the variance request at the January 15, 2020 meeting.
- Building on Marshall Loop – Community Development Director Beyeler said construction is still going on with three modulars going in.

- New MH in Bella Vista Estates - Community Development Director Beyeler said Kristie Morris recently had a house fire and a brand new manufactured home was placed today to replace it. He said it is a beautiful manufactured home and would look great in any neighborhood in Boardman.
- GPS Program - Community Development Director Beyeler said the city is still working on finding all of the manholes to add into the new GPS system. They are having a hard time finding one in particular in the wildlife area. After that, then they will work on locating the trunk lines. The manholes in the streets will be easier to locate.

**Meeting was adjourned at 7:21pm**